

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS AT THE COURTHOUSE IN  
SUNDANCE, CROOK COUNTY, WYOMING****Tuesday, November 1, 2016**

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

The Pledge of Allegiance was recited to the Flag.

Jeff Hodge, County Sheriff, Mary Kuhl, County Treasurer, Tina Wood, Clerk of District Court, Theresa Curren, County Assessor and Joe Baron, County Attorney were present to go over items of interest within their departments. Also present were Jill Mackey, County Library Director and Randy Gill, Facilities Maintenance Supervisor.

**Mary Kuhl, County Treasurer:** Total receipts were \$2,573,599.56 and Disbursements including county, boards, towns and schools were \$1,229,428.08. Number of Transactions in October were 3,539. Current Duties: Working with multiple mortgage companies to verify property tax amounts. The counter and mail processing has been keeping us very busy posting tax payments. Working with the BW Oil field, receiver, county attorney and others to resolve tax issues. We have been working the Wyoming Unclaimed Property reporting process to submit. I did attend the Wyoming County Treasurer's Association meeting in Laramie in Sept. State Treasurer, Mark Gordon was in Sundance for a town hall meeting on Oct. 20<sup>th</sup> 2016 to explain the Amendment A on the upcoming ballot so I attended that meeting. We have a new vendor located in Crook County leasing mobile machinery and vehicles so I have been working with that company and their accountant on the state required permits and local agreements to provide mobile machinery license stickers. The Dept. of Revenue has promulgated rules for this process so we have been referencing that. The Wy Dept. of Transportation has started sending out prestige plate application to print in the 2017 series and we have been assisting them on some address updates, etc. The legislative joint travel, recreation, wildlife and cultural resources committee met in Sundance on October 6, 7, 2016 and I attended several sessions to listen to the testimony.

**Jeff Hodge, County Sheriff:** Presented the jail roster, discussed the dispatch/detention center remodel, discussed the Code Red grant, have been very busy this month.

**Tina Wood, Clerk of District Court:** Discussed BW Oil, have jury trials coming up, office has been busy, asked the Board to support rate increases for Clerk of District Court services-they have not increased for 16 years.

**Linda Fritz, County Clerk:** We recorded 169 documents, processed 305 titles, busy prepping for the General Election, paid the last of the firefighters. Have sent out 713 absentee ballots with 581 returned so far. The office has been extremely busy. The election is next Tuesday, November 8<sup>th</sup>.

**Joe Baron, County Attorney:** Brian Wells resigned so I am currently advertising, discussed upcoming hearings for the Commissioner meeting, discussed a request for an upcoming business community grant, discussed BW Oil, discussed deferral programs.

**Theresa Curren, County Assessor:** Trudy attended a mapping/deed class in Casper, October 16-21<sup>st</sup>. Field crew is in the process of reviewing new construction county-wide. Started setting agricultural valuations for tax year 2017. Will be putting an article in the paper soon to explain the valuation differences.

**County Commissioners:** **Kelly:** Went to the solid waste meeting, been traveling some of the county roads to check them, discussed oil production in our area and how it will affect the county. **Jeanne:** Went to the legislative meeting that was held in the Community Room, went to the Silent Witness program at Devils Tower, went to the local and national fire advisory board meetings. **Steve:** Went to WACO, went to Sand Creek to look at the road, has taken lots of calls on the proposed cattle guard policy, went over payroll vouchers.

Steve moved to approve "Disclosure Statements For Investment of Public Funds" for the following people: Carolyn Fowler, Peggy L. Boardman, Ted Rosencranz and Nathan Otwell. Jeanne seconded, all ayes, motion carried.

Steve moved to approve an Agreement Concerning Abandoned Vehicles (Amended 10/4/2016) between Crook County Sheriff and Iron Horse Towing & Tires and an Agreement Concerning Abandoned Vehicles (Amended 10/4/2016) between Crook County Sheriff and Dexter's Towing. Jeanne seconded, all ayes, motion carried.

Jeanne moved to approve a Contract With Independent Contractor For Nurse Practitioner Services For Family Planning Clients At Crook County Public Health. Steve seconded, all ayes, motion carried.

Steve moved to have the Chairman sign a vehicle title on a 1988 Chevrolet suburban as it has been sold. Jeanne seconded, all ayes, motion carried.

The following bills were presented to the Board:

**Total Fire Wages**-\$14,934.11;**Total Wages**-\$163,169.93;**WYDOT Motor Vehicle Division**-2017 County License Plate Renewals-\$815.00;**AFLAC**-Insurance-\$1,431.98;**Blue Cross Blue Shield of Wyoming**-Health Insurance-\$57,569.38;**Col. Life & Accident Ins. Co.**-Insurance-\$48.07;**Crook County Payroll Tax Account**-Withholding & Social Security-\$56,408.71;**Great-West Trust Company, LLC**-Deferred Compensation-\$1,650.00;**NCPERS Wyoming**-Life Insurance-\$192.00;**New York Life Insurance Company**-Life Insurance-\$755.70;**VSP**-Vision Insurance-\$666.78;**WY Department of Workforce Services**-Worker's Compensation-\$5,382.01;**Wyoming Retirement System**-Retirement-\$36,078.53;**Wyoming Educator's Benefit Trust**-Life Insurance-\$192.66;**1st Call Locates LLC**-Hydro Excavation-\$450.00;**A & B Welding Supply Co., Inc.**-Nitrogen-\$110.89;**Alsco**-Supplies-\$233.68;**American Welding & Gas, Inc.**-Parts-\$412.00;**AT&T Mobility**-Cell Phone-\$613.87;**Bickle Truck & Diesel Service**-Parts & Shop Supplies-\$1,422.04;**Big Horn Tire Inc.**-Tires-\$1,385.58;**Blakeman Propane Inc.**-Propane-\$373.83;**Brian B. Wells**-Mileage & Travel Expenses-\$563.88;**Bruce Speidel**-Witness Fee-\$15.00;**Calvin Wolf**-October Cell Phone Reimbursement-\$25.00;**Carbon County Treasurer**-Registration-\$85.00;**Casey Hise**-October Cell Phone Reimbursement-\$45.00;**Casper Star-Tribune**-Advertisement-\$76.20;**Cassidys Seed & Feed**-Dog Food-\$34.25;**Cenex Fleetcard**-Fuel-\$22.90;**Centurylink**-E911 Services-\$950.45;**City of Gillette**-Water-\$6.50;**City of Gillette for CCFD**-Tender Truck-\$2,000.00;**City of Sundance**-Water-\$1,466.77;**Clerk of District Court**-Jury Account Funding-\$4,000.00;**Coffee Cup Fuel Stop**-Fuel-\$215.03;**Combined Laboratories Facility**-

Testing-\$93.00;**Consolidated Engineers, Inc.**-Design Phase Services-\$6,000.00;**Crescent Electric Supply Company**-Light Bulbs-\$188.99;**Crook County**-Employer Paid Benefits from Grant-\$5,883.92;**Crook County Medical Services Dist.**-Prisoner Meals & Foods-\$5,817.41;**Crook County Natural Resource District**-County Funding-\$12,125.00;**Crook County Senior Services**-County Funding-\$20,000.00;**Crook County Treasurer**-Postage-\$971.33;**Custom Auto & Truck**-Oil, Filter, Radiator & Coolant-\$699.44;**Cytocheck Laboratory**-Testing-\$60.15;**Dakota Business Center**-Monthly Maintenance-\$99.60;**David Osborne**-Pictures for case, Mileage-\$37.48;**Decker's Market**-Supplies for Tax Sale & Science Supplies-\$39.02;**Department of Health**-1st Quarter Payroll-\$14,313.10;**DOT/FHWA**-Sand Creek Road Project-\$62,076.16;**Double Star Computing**-Onsite Computer Service-\$4,076.05;**Edward Robinson**-October Cell Phone Reimbursement-\$45.00;**Election Systems & Software**-Layout Charge, Auto mark Charges & Ballots-\$5,536.71;**Eric Stevens**-October Cell Phone Reimbursement-\$45.00;**Farmers CO-OP Assoc.**-Fuel & Fieldmaster-\$16,064.00;**Fence Tech Services, LLC**-Corner, Brace & Wire-\$12,106.80;**Galls, LLC**-Labor & Parts-\$438.00;**Gantz Backhoe Service**-Clean Auto gates on Strawberry Hill Rd-\$888.00;**Gene Roberts**-Contractor Wages - Kara Creek Fire-\$464.00;**Gillette Steel Center**-Rebar-\$224.00;**Harold J. Burch, Jr**-Erosion Control & Dozer Work-\$1,875.00;**HDR Engineering, Inc.**-Professional Services-\$327.59;**Heartland Paper Company**-Courthouse Supplies-\$269.02;**Hub Int'l. Mountain States LTD**-Insurance for Load King Trailer-\$141.00;**J & A Traffic Products**-Tele spar Post & anchor-\$1,077.50;**Jack's Truck & Equipment**-Parts-\$2,009.11;**Jason Robinson**-October Cell Phone Reimbursement-\$45.00;**Jeanne Whalen**-Mileage-\$85.86;**Jeff Garman**-October Cell Phone Reimbursement-\$45.00;**Jeffrey Hodge**-October Cell Phone Reimbursement-\$45.00;**Jim Brandenburg**-October Cell Phone Reimbursement-\$25.00;**Joseph M. Baron**-Mileage, Meals & Reimbursement for State Bar-\$436.49;**Justin Davidson**-October Cell Phone Reimbursement-\$25.00;**KC Transport, Inc.**-Crushed Asphalt-\$19,548.54;**Kreuter's, LLC**-Parts & Maintenance-\$524.48;**Lisa Finkey**-Court Appointed Attorney Fees-\$310.00;**Lyle Signs, Inc.**-Road Signs-\$388.69;**Mary R. Kuhl**-Mileage-\$191.16;**Matthew Bender & Co. Inc.**-WY Code 2016 Citator-\$126.43;**Max Robert Masters**-Mapping Contract & GIS Consulting-\$3,200.00;**McKesson Medical Surgical**-Needles & Vaccines-\$10,456.11;**Melanie Wilmer**-October Cell Phone Reimbursement-\$45.00;**Merck Sharp & Dohme Corp.**-Vaccine-\$2,631.42;**Michael R. Frolander**-October Cell Phone Reimbursement-\$45.00;**Michael Rogers**-October Cell Phone Reimbursement-\$45.00;**Morgan Ellsbury**-October Cell Phone Reimbursement-\$45.00;**Movin' On Kennels**-Dog Food-\$52.00;**Mullinax Coal Sales**-Coal-\$438.48;**Paetec**-Telephone-\$208.39;**Paradise Foods**-Fuel-\$95.36;**Pfizer Inc.**-Vaccine-\$3,191.50;**Powder River Energy Corp.**-Electricity-\$4,262.50;**Powder River Office Supply, Inc.**-Office Supplies-\$273.94;**QBS Safeguard**-Property Tax Bills Correspondence Documents-\$765.58;**Quality Agg & Construction, Inc.**-Road Base-\$5,931.93;**Quality Hardware & Supply**-Parts & Hardware-\$110.55;**Quill Corporation**-Office Supplies-\$568.24;**Randy Gill**-October Cell Phone Reimbursement-\$45.00;**Range Telephone Cooperative, Inc.**-Telephone, E911 Services-\$4,069.64;**RG Trucking**-Contract Hauling-\$11,699.44;**Robert's Machine & Repair**-Radiator Service-\$598.50;**Rocore**-Cooler Oil-\$1,040.00;**Rolling Metal Sinclair**-Fuel-\$302.55;**RT Communications**-Telephone-\$268.20;**Sam Waugh**-October Cell Phone Reimbursement-\$25.00;**Sanofi Pasteur, Inc.**-Vaccine-\$1,085.75;**Sara Fleenor**-Mileage-\$42.77;**Scott Newlin**-October Cell Phone Reimbursement-\$25.00;**Shamion Trucking**-Gravel-\$15,610.74;**Sirchie Fingerprint Labs**-Supplies-\$159.56;**Snap-on Tools**-Tools-\$82.15;**State of Wyoming**-Permit to appropriate ground water-\$75.00;**Sundance Dillon's Hardware Inc.**-Supplies & Parts-\$49.90;**Sundance Equipment Company**-Hydraulic Cylinders-\$852.61;**Sundance FAS-Break**-Windshield Repair-\$60.00;**Sundance State Bank**-Direct Deposit Fees-Sept. & Oct.-\$13.22;**Sundance Times**-Stamps, Legal Ads-\$2,513.69;**Team Consulting, LLC**-Self-Study Workshops-\$300.00;**Ted Moline**-October Cell Phone Reimbursement-\$25.00;**Thomas J Adams**-October Cell Phone Reimbursement-\$45.00;**Thos.Y. Pickett & Co., Inc.**-2017 Valuation Contract-Nov. installment-\$4,000.00;**Throne Law Office PC**-Court Appointed Attorney Fees-\$712.00;**Timberline Services Inc.**-Road Base-\$34,681.09;**TMS South**-Supplies-\$66.59;**Todd Leimser**-October Cell Phone Reimbursement-\$45.00;**Tongue River Communications**-Jail Cable-\$79.00;**Top Office Products, Inc.**-Copy Charge, Toner-\$737.75;**Tower Valley Ag Supply**-Fuel-\$23.41;**Town of Hulett**-Water-\$66.80;**Town of Moorcroft**-Water-\$63.00;**Tracker Software Corporation, Inc.**-Pubworks Annual-\$760.00;**Tracy Motor Company**-Parts-\$1,876.43;**Troy Skeens**-October Cell Phone Reimbursement-\$45.00;**Urbain Law Office, LLC**-Court Appointed Attorney Fees-\$64.73;**US Post Office**-Rent Box 995-\$52.00;**Vilas Pharmacy**-Inmate Meds, Office Supplies-\$807.79;**Visa**-Meals, Travel Expenses, Supplies, Postage-\$4,946.41;**W Bar Feed & Ranch Supply**-Tire O-Rings-\$21.06;**WACERS**-Membership-\$25.00;**Wagner Land and Development Co**-Waterous PB18-\$15,088.82;**WY Department of Workforce Services**-Worker's Compensation & Firemen's Workers Comp-\$424.66;**WY Retirement System**-Firemen's Retirement-\$285.00;**WYDOT-Financial Services**-Project Expenditures Brdg Arch Creek & Brdg Belle Fourche-\$431.37;**Wyoming Apco Chapter**-Training Conference Registration-\$180.00;**Wyoming Clerk of District Court Assoc.**-Annual Dues-\$125.00;**Wyoming Law Enforcement Academy**-Detention Basics-\$742.00;**Wyoming State Bar**-Annual License-\$355.00;  
**Total**-\$687,650.39;

Jeanne moved to allow all bills as presented. Steve seconded, all ayes, motion carried. A complete, detailed listing of the monthly expenditures can be found on the county website. They can be found under the County Budget tab and are listed as "Monthly Accounts Payable/Payroll Payments".

The following monthly collections were collected:

County Clerk	\$12,983.75
County Sheriff	\$18,271.32
Clerk of District Court	\$1,822.41

Morgan Ellsbury, Road and Bridge Superintendent and Randy Gill, Facilities Maintenance Supervisor, gave monthly reports.

Adjourned for lunch at 11:58 o'clock a.m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Becky Tinsley, Public Health Nurse Manager, gave a monthly report. Jill Mackey, Library Board Director, gave a monthly report. Sara Fleenor, UW 4-H Educator, gave a monthly report. Carolyn Fowler, Secretary, County Fair, gave a monthly report.

On December 6, 2016 at 1:00 o'clock p.m. the Board will make the following Board appointment:

One Crook County Fair Board Member – Five Year Term

One Crook County Fair Board Member - Unexpired Five Year Term-expiring 12-31-2017

All interested parties are encouraged to apply. Applications can be obtained from the Crook County Clerk's Office, P.O. Box 37, Sundance, WY 82729, 307-283-1323. All applications must be submitted to the County Clerk by or before December 6, 2016 at 1:00 o'clock p.m.

Pete Obermueller, Executive Director, Wyoming County Commissioner's Association, presented the FY2015 County Snapshot and explained its purpose. He discussed legislation on special districts that is currently being discussed. Also present were Wayne Garman, Sarah Pridgeon, Wanda Burget, Jana McLean, Senator Ogden Driskill, Joe Baron, Theresa Curren, Tina Wood and Mary Kuhl.

Present for the public hearing for a Renewal of Retail Liquor License and a Renewal of County Malt Beverage Permit were Joe Baron, Jeff Hodge, Rick Nelson, Randy Gantz, Ogden Driskill, Tina Wood, Mary Kuhl, Marta Potucek and Victoria Cross.

Jeanne moved to approve the following renewal:

- RBD ENT.,LLC dba State Line Station - Renewal of County Retail Malt Beverage Permit

Steve seconded, all ayes, motion carried.

After discussion was held on the renewal of the Retail Liquor License for Rick Nelson dba Fort Devils Tower, Steve moved to approve the renewal and then suspend the Retail Liquor License for Richard A. Nelson dba Fort Devils Tower and to address the suspension after the redemption period on or about January 28, 2017 and that it is still subject to the prior requirements of obtaining a water well and food permit. Jeanne seconded. Steve voted aye, Jeanne voted nay. Kelly vacated the chair and voted aye, motion carried.

Pam Thompson, Trustee, Rocky Courchaine, Museum Director, Lisa McGuiness, Administrator, Crook County Museum District were present to request a letter of support from the Board as they attempt to obtain grant funding. Jeanne moved to sign a letter of support for the completion of the Old Stoney building. Steve seconded, all ayes, motion carried.

The Commissioner meeting was moved to the Court Room for a public hearing on the proposed cattle guard policy. Approximately 60 people were present for the hearing. 21 residents voiced their concerns over the proposed cattle guard policy. The Board explained that this policy has been a work in progress for approximately 7 months or more and is in its 6<sup>th</sup> revision. They had already discussed some changes to the policy after hearing from residents and would encourage their comments and suggestions in writing or by email. They can be sent to the Crook County Commissioners at PO Box 37, Sundance, WY 82729 or by email to [lindaf@crookcounty.wy.gov](mailto:lindaf@crookcounty.wy.gov).

The meeting adjourned at 5:30 o'clock P.M.

### **Wednesday, November 2, 2016**

8:00 o'clock a.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

The Pledge of Allegiance was recited to the Flag.

Warren Oyler, Resident Engineer, Wyoming Department of Transportation (WYDOT), gave an update on bridge and road projects.

Theresa Curren, County Assessor, presented tax roll cancellations, additions and refunds. Jeanne moved to approve the following cancellations, additions and refunds; 2016-0413; 2016-0414; 2016-0550; 2016-0548; M0006374; R0003044; R0003081; R0003569; R0004062; R0004629; R0004691; R0006106; R0006227; R0012814; R0013000; R0013246; R0013381; R0013412; 2016-0704; M0013426; M0013426; 2016-0707; R0000476; R0006118; R0002841; 2016-0725; O0012507; R0004609; R0004609. Steve seconded, all ayes, motion carried. Also present were Mary Kuhl, Lita Newman, Trudy Materi and Joe Baron. Discussion was held on the two different software programs used by the Assessor and the Treasurer and the problems with the conversions.

Jeff Garman, Interim County Fire Warden, gave a monthly report. Jeanne moved to approve and for the Chairman to sign an Application For Permit To Appropriate Ground Water for the Oshoto Fire Hall. Steve seconded, all ayes, motion carried. Also present was Joe Baron.

Mary Kuhl, County Treasurer submitted the following monthly report of receipts and disbursements for month end October 2016:

Total Receipts		\$2,573,599.56
Disbursements:	Towns	\$117,738.67
	County Boards	\$17,541.77
	State & Local School	\$118,715.62
	DOT/DOR/Rebate	\$131,142.04
	Redemption/S. Park	\$2,299.97
	Total	\$387,438.07

Morgan Ellsbury, Road and Bridge Superintendent and Randy Gill, Facilities Maintenance Supervisor gave monthly reports. Also present were Ralph Knode, CEO, Strata Energy, Dave Spencer, Northeast Regional Director, Wyoming Business Council, Sarah Pridgeon, Melanie Wilmer and Joe Baron.

- Ralph Knode and Dave Spencer presented and explained a Business Ready Communities-Business Committed Grant to improve the D Co. Road #68 for industrial purposes.

Joe Baron, County Attorney, worked with the Board on a liquor license suspension document.

Adjourned for lunch at 12:10 o'clock p.m.

1:00 o'clock p.m. Present were Chairman Kelly B. Dennis, Vice-Chairwoman Jeanne A. Whalen, Member Steve J. Stahla and County Clerk Linda Fritz.

Tim Lyons, Growth and Development Administrator, gave a monthly report.

Present were Raesha Sell, Office Manager, Wayne Garman, District Director, CCNRD and Joe Baron.

The following people gave an update on items of interest within their departments: Raesha Sell and Wayne Garman.

Jeanne moved to approve and for the Board's facsimile stamps to be used on a letter regarding the potential listing of the black-backed woodpecker as an endangered species in the Black Hills. Steve seconded, all ayes, motion carried.

Ed Scott, Consolidated Engineers presented the bids for the Oshoto Fire Hall construction as listed below:

BIDDER & LOCATION	BASE BID	ADD. ALT. 'Z'	ALTERNATE BASE BID
Skyline Builders, Inc. Moorcroft, Wyoming	\$326,430.00	\$7,500.00	\$299,642.00
S&S Builders, LLC Gillette, Wyoming	\$360,000.00	\$5,500.00	\$380,000.00
Van Ewing Construction, Inc. Gillette, Wyoming	\$393,400.00	\$17,589.00	No Bid
Hladky Construction, Inc. Gillette, Wyoming	\$406,595.00	\$13,842.00	No Bid
Michael's Construction, Inc. Gillette, Wyoming	No Bid	No Bid	\$444,094.00
Wright Brothers, TBC, LLC Sheridan, Wyoming	\$522,039.00	\$4,500.00	\$598,848.00

Jeanne moved to accept the bid from Skyline Builders, Inc. from Moorcroft, WY in the amount of \$299,642.00 and to sign the Notice of Award. Steve seconded, all ayes, motion carried. Also present were Joe Baron, Harold & Rebecca Burch, Melanie Wilmer and Jeff Garman.

Steve moved for Jeff Garman, Interim Fire Warden, to sign the Agreement Between the Owner and Contractors for the Oshoto Fire Hall. Jeanne seconded, all ayes, motion carried.

Melanie Wilmer, Homeland Security County Coordinator, gave a monthly report. Also present was Joe Baron. Steve moved to approve a Homeland Security Grant, #HM-HMP-0562-16-01-00 between the Office of Homeland Security and Crook County Homeland Security for \$6,237.46. Jeanne seconded, all ayes, motion carried.

Mary Kuhl, County Treasurer and Joe Baron, County Attorney, discussed the tax lien the County has on BW Oil. The Board gave Joe and Mary permission to move forward to work on a distribution agreement with the Receiver and BW Oil. Also present were Lita Newman, Deputy Treasurer, Theresa Curren, County Assessor and Sarah Pridgeon.

Steve moved to approve an Order Renewing License Until March 7, 2017 and Suspending Retail Liquor License for Richard A. Nelson dba Fort Devils Tower. Jeanne seconded, all ayes, motion carried.

#### **Board Openings:**

On December 7, 2016 at 2:30 o'clock p.m. the Board will make the following Board appointments:

One Crook County Predatory Animal Control Board Member, Representing Sportsmen and Hunters –  
Three Year Term

All interested parties are encouraged to apply. Applications can be obtained from the Crook County Clerk's Office, P.O. Box 37, Sundance, WY 82729, 307-283-1323. All applications must be submitted to the County Clerk by or before December 7, 2016 at 2:30 o'clock p.m.

Northeast Wyoming Economic Development Coalition Director, representing Municipalities– Three Year Term, which expires June 30, 2018, it is open until filled and the application is available on the county website.

The meeting adjourned at 4:20 o'clock p.m. to meet in regular session on December 6 and 7, 2016 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

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Kelly B. Dennis, Chairman  
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Steve J. Stahla, Member

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Jeanne A. Whalen, Vice-Chairwoman  
Attested: \_\_\_\_\_  
Linda Fritz, County Clerk